



Sedgwick County...
working for you

Sedgwick County

525 North Main Street 3rd
Floor
Wichita, KS 67203

Legislation Text

File #: 17-671, **Version:** 1

Addition of two Finance Auditor positions to the staffing table.

Recommended Action: Approve the creation of the Internal Financial Auditor position type and the addition of 2.0 FTE Internal Financial Auditor positions, grade 138, to the County Manager's Office staffing table, effective as of the date of approval of this agenda item.

Based on the wide-ranging and in-depth recommendations provided through the 2016 audit, the County Manager is requesting two new Internal Financial Auditor positions to ensure organizational compliance with governmental finance best practices and independent, external auditor recommendations by reviewing existing policies and procedures, recommending improvements, assisting with training of fiscal staff throughout the organization, and evaluating the effectiveness of policies and procedures. Other duties will include:

- Improve protection by recommending changes in policies and procedures;
- Improve protection through management monitoring, assessment, and motivational practices, in the internal control structure, and in operating processes; identifying root causes;
- Verification of source information provided to the County Manager and the Division of Finance to ensure consistent application of generally accepted accounting principles, County policies and procedures, and other standards as appropriate;
- Development of training materials/programs to educate fiscal staff throughout the organization on appropriate processes and procedures, in accordance with best practices and policies;
- Conduct spontaneous reviews to ensure compliance with existing policy, process and procedure and provides constructive feedback to staff for improvement when necessary;
- Verification of reconciliations of assets and liabilities by comparing and analyzing items to documentation;
- Collaboration with Internal Performance Auditor to ensure most efficient and effective use of resources; and
- Support external auditors by coordinating information requirements.

Alternatives: Add one of the two requested Internal Financial Auditor positions or do not add any positions.

Financial Considerations: Assuming the positions are both filled as of September 1, anticipated costs are about \$66,000 for 2017 and the positions are funded in the 2018 recommended budget.

Legal Considerations: This action is authorized by K.S.A. 19-101. A simple majority is required.

Policy Considerations: